

**MINUTES**  
**STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES**  
**WORK SESSION**  
**June 19, 2008**

The State Board for Community and Junior Colleges (SBCJC) met at 6:00 p.m. at the Jackson Hilton in Jackson, Mississippi, on June 19, 2008.

**The following members were present:** Mr. Chip Crane, Mr. Max Huey, Mr. Henry (Bubba) Hudspeth, Mr. Napoleon Moore, Mr. Bobby Steinriede, Mr. Ed Perry, and Mrs. Patricia (Pat) Dickens. The following members were absent: *Mr. Bruce Martin, Mr. George Walker, and Mrs. Brenda Yonge*

**SBCJC Staff present:** Dr. Eric Clark, Dr. Debra West, Mrs. Deborah Gilbert, Dr. Larry Day, and Mrs. Missy Saxton.

**Guests present:** Dr. Reggie Sykes, Institutions for Higher Learning (IHL)

Mr. Chip Crane presided as Vice-Chairman. He opened the meeting at 8:03 p.m. by thanking everyone for being there and asked Mr. Bubba Hudspeth to say the invocation. He invited Dr. Eric Clark to present his information.

Dr. Clark reminded the Board that Dr. Randall Bradberry will be retiring at the end of June and asked each board member to express their thanks to Randall for his contributions to the community college system, which has spanned some thirty years.

Due to Dr. Bradberry's retirement, a successor must be found for the position of Associate Executive Director of Programs & Proprietary Schools. Applications and resumes have been received and interviews will be conducted on June 24<sup>th</sup> and 25<sup>th</sup>.

Dr. Larry Day provided the Five-year Capital Improvement Plan for FY 2010-2014 to board members for review. He will ask for approval at the Friday board meeting. Dr. Day explained that each year, staff is required to present a list for approval, of capital improvement projects that the colleges have on their schedule for the next five years. The schools develop their five year plan with the assistance of Department of Finance and Administration's (DFA) Bureau of Building and Grounds. Once the plan is developed, it then goes to the local college's Board of Trustees for approval. Once approved, the plan comes to SBCJC Board for approval. Once approved by the SBCJC Board, it goes back to DFA Bureau of Buildings and Grounds. They make recommendations to the Legislative Budget Office (LBO), which is how the bonds process typically gets started. Dr. Day also presented the regular quarterly capital improvement report that shows all of the projects that are currently active in the first quarter of this year.

Dr. Debra West said she would request approval for two items on Friday, in regards to Career Technical programs at East Mississippi Community College and Meridian Community College. There is one item for approval regarding Workforce and that is re-affirmation of the Current Workforce Policy.

Mrs. Deborah Gilbert will present the following items on Friday, in regards to Finance:

**Attachment 1** is the approval request for the Education Enhancement Fund Disbursement for June 30, 2008, in the total amount of \$3,066,095.00. This will require action.

**Attachment 2** shows an update on the Education Enhancement Fund Reductions thus far this fiscal year.

**Attachments 3a and 3b** show the Financial Statements for Fund 2291 and Special Funds as of May 31, 2008.

**Attachment 4** shows the Indirect Cost Rate Agreement and explains the Predetermined rate of 4.0% from July 1, 2008 to June 30, 2011.

**Attachments 5a, 5b, 5c and 5d** are the Purchasing Approval requests for the:

**5a:** Contract Agreement between SBCJC and Jobs for MS Graduates (JMG) to provide funds for dropout prevention;

**5b:** Respondus contract agreement providing test creator and lock down browsers for MSVCC licensing for three years;

**5c:** Contract with Copiah-Lincoln Community College for Mississippi Electronic Libraries Online (MELO) for MSVCC; and

**5d:** Revised Equipment Request for CISCO AGS 5505 10 User Bundle with expansion Slots and HP Proliant DL 365 Server. All four items will require action.

**Attachment 6** is the approval request for FY 2009 Support Z-1 Budget. This will require action.

**Attachment 7a and 7b** are the approval requests for July 2008 Disbursements for FY 2009:

**7a:** General Fund Disbursement—Fund 2298 for July 2008—FY 2009--\$46,580,165;

**7b:** Budget Contingency Fund Disbursement—Fund 3296 for July 2008—FY 2009--\$662,623. Both items will require action.

**Attachment 8a and 8b** are the approval requests for the FY 2010 Budget Requests:

**8a:** Support;

**8b:** Administration; this includes a new vehicle for the agency. There has been a lot of research on this topic and the Budget Team feels it can justify this expense. The expenses will cover the cost of the vehicle, as well as the gas and maintenance. There is a projected cost-saving by the purchase of an agency vehicle.

Both items will require action.

**Attachment 9** shows the WIA on-Site Monitoring Review Results for Department of Labor High Growth and Pathways Grants.

**Attachment 10** shows Other Business items, the Update on Co-Lin's Associate Degree Nursing Adjustment in the Funding Formula for FY 2008 and the Evaluation Forms.

Mrs. Gilbert added that the SBCJC Budget Team felt like the agency should set aside funds to market what we do as an agency. Ideas discussed by the budget team are a



SBCJC Board Meeting Minutes

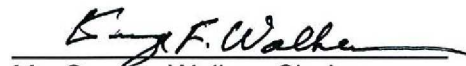
Thursday, June 19, 2008

possible billboard, radio and TV spots, and brochures.

There being no other business, Mr. Chip Crane adjourned the meeting at 9:01 p.m.

Recorded by:

  
Missy Saxton

  
Mr. George Walker, Chairman

  
Dr. Eric Clark, Executive Director